

# **First Unitarian of NJ Board Meeting Minutes**

August 8<sup>th</sup>, 2021

Sunday, 5 pm

Meeting to be held via Zoom immediately after service.

**Meeting called to order:** 5:09 pm

**Board Members in Attendance:**

- Confirm a quorum

**Minister Present:** Ann Marie

**Board Members Present:** Chris, Bonnie, Charlie, Mike, Cass, Guenevere

**Others Present:** Melissa, Denise

**Chalice Lighting:** Bonnie

**Check-ins:**

**Approval of Meeting Agenda:**

**Moved:** Chris

**Second:** Cass

**Vote:** Unanimous

**Consent Agenda:** Minister's Report

## **Action Items from June Board Meeting and since**

- Chris to develop worship plans with Melissa/Worship committee - In process (see report)
  - In person meeting is dependent upon COVID-19 rates, which are trending up and are expected to continue doing so.
  - Rev. Ann Marie reported on Somerset Hills' plans and their practice of multiplatform service delivery
  - Melissa and Chris discussed the need for policy regarding reopening decisions and actions
    - Worship
    - Need to poll who would actually come in
      - ACTION:** Members to be polled
        - Guenevere put together a Google poll
        - Ann Marie will email the link to the survey.
        - Melissa, Bonnie, and Chris will contact members who have not

responded to the survey in two weeks.

- Other space usage
  - Melissa raised the need to purchase equipment for hybrid delivery
    - Change in projection mechanism - < \$5000
    - At least one computer for on-site
    - Need to address logistics of setup/tear down
    - Personnel
      - At least 1 on site
      - At least 1 other who can be either on site or remote
    - Reopening committee to bring specific recommendations to the board
  - **MOTION:** The Board decides to delay the plan to reopen until the COVID threat level drops to Yellow for Union County and remains there for at least two weeks
- MOVED:** Chris
- SECOND:** Guenevere
- Passed unanimously**
- Charlie to work on organizing the Fusp.org storage, email lists - In process (see agenda item)
  - Planning committee - on hold for September
  - Eight Principle Group plans - see Denise report.
  - Social gatherings - Identifying places and times to meet our need to gather
- ACTION:** Chris to report at next meeting

**Budget and Finance:** Cass to review/highlight finance reports as submitted  
Cass reviewed end of year reports

**8th Principle Group Report:** Denise

- Reporting on goals and objectives of the 8th principle group
  - Discussion Time - Report on the focus group of BIPOC friends and members
- Denise reported:**
- 1) Desire to broaden participation in reading of 8th Principle Minute - congregational leadership is asked to read the minute and take time to discuss what it means to them and/or why planning to attend October 23rd meeting
  - 2) Recommendation that congregational leadership all attend Jubilee training (none currently scheduled for the east coast). The 8th principle committee wants to provide funding.
  - 3) Encourage attendance of 8th Principle Learning Community by board members.

**New Business**

- **Technology/Communications Recommendations - Charlie**
  - Backup person for technology support

**Charlie reported:**  
There is no current backup, someone with a technology background is recommended

**ACTION:** Chris will reach out to someone
  - Suggested improvements for web/social media presence

**Charlie recommended:** New content be made available prior to ingathering.

**ACTION:** Chris will meet with Ann Marie to discuss what is appropriate as outward facing content.
  - Maintenance and revision of website

- **Board Outreach to current members and friends.**
  - Calling to ask about
    - Checking in with those who have NOT been on Zoom consistently
    - In-person worship attendance
    - Alternate methods to meet need for community
- **Recommendations for reopening - Chris/Ann Marie**
  - Based on best-practices
  - Current NJ threat level assessment
  - Technological and manpower needs

#### **Board Housekeeping**

- Board to identify potential replacement for Cass as Treasurer - not done
- Proposed distribution of Secretary duties
  - Assembling agenda - Chris
  - Distributing minutes - Charlie
  - Archiving minutes and other documents - Charlie

#### **Calendar Items**

· Next Board Meeting: 9/12

· Board Minute Speakers

8/15 - Charlie

8/22 - Guen

8/29 - Mike

9/5 - Kim

9/12 - Bonnie

9/19 - Cass

#### **Actions:**

- Members to be polled regarding reopening
  - Guenevere put together a Google poll
  - Ann Marie will email the link to the survey.
  - Melissa, Bonnie, and Chris will contact members who have not responded to the survey in two weeks.
- Chris to report on locations for small gatherings at next meeting
- Chris will reach out to candidates for technology support backup
- Chris will meet with Ann Marie to discuss what is appropriate as outward facing content for website and social media.

#### **Meeting Adjourned:**

**TIME:** 6:33 pm

**MOVED:** Charlie

**SECOND:** Guenever  
**Passed unanimously**

**Prepared by:** Charlie Neiss